



Health Services
LOS ANGELES COUNTY

Los Angeles County
Board of Supervisors

March 2, 2006

Gloria Molina
First District

Yvonne B. Burke
Second District

Zev Yaroslavy
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**HIV EPIDEMIOLOGY PROGRAM PERSONNEL SERVICES
AGREEMENT AMENDMENT**
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the Acting Director of Health Services, or his designee, to execute Amendment No. 6 to Agreement No. H-213191, substantially similar to Exhibit I, with Simpson and Simpson Business and Personnel Services, Inc. (Simpson) to continue the provision of support staff for HIV epidemiological studies for the period April 1, 2006 through June 30, 2006 with a maximum obligation of \$318,487, of which \$131,120 is offset by federal funds and \$187,367 is net County cost.
2. Delegate authority to the Acting Director of Health Services to extend the Agreement with Simpson on a month-to-month basis through September 30, 2006, with a maximum obligation of \$302,497, of which \$115,130 is offset by federal funds and \$187,367 is net County cost.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

Approval of the recommended actions will allow for the continuation of support staff for HIV/AIDS Surveillance services while the Department of Health Services (Department) completes a competitive bid process.

The Amendment with Simpson allows the Department to fulfill a Centers for Disease Control and Prevention research requirement by providing for the continued collection of HIV behavioral surveillance data, HIV/AIDS surveillance, and enhanced perinatal surveillance.

Net County costs (NCC) are increased due to insufficient Federal and State funds to meet the demands of recently mandated HIV surveillance. Federal Ryan White Care Act (RWCA) funding will soon be based on HIV case counts provided by HIV surveillance. RWCA funds support programs and services for eligible County residents who require HIV services. Utilizing additional NCC dollars to improve the capacity for collecting HIV surveillance data will minimize the County's risk of reductions in future RWCA funds.

Bruce A. Chernof, MD
Acting Director and Chief Medical Officer

John R. Cochran III
Chief Deputy Director

William Loos, MD
Acting Senior Medical Officer

313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

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Fax: (213) 481-0503

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through leadership,
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FISCAL IMPACT/FINANCING:

Amendment No. 6 with Simpson for the period April 1, 2006 through June 30, 2006 has a maximum obligation of \$318,487, of which \$131,120 is offset by federal funds: \$66,926 from HIV Epidemiology Surveillance and Seroprevalence grant funds, \$15,990 from the HIV/AIDS Research in African-American and Hispanic Men Who Have Sex With Men (MSM) grant, \$16,623 from the Web-based HIV Behavioral Surveillance grant, \$12,676 from the Special Projects of National Significance (SPNS) grant, \$5,848 from the Monitoring Atypical HIV Strains grant and \$13,057 from a forthcoming Enhanced Perinatal Surveillance grant. The remaining \$187,367 is net County cost.

For the period July 1, 2006 through September 30, 2006, the maximum obligation is \$302,497, of which \$115,130 is offset by federal funds: \$66,926 from HIV Epidemiology Surveillance and Seroprevalence grants funds, \$16,623 from the Web-based HIV Behavioral Surveillance grant, \$12,676 from the SPNS grant, \$5,848 from the Monitoring Atypical HIV Strains grant, and \$13,057 from a forthcoming Enhanced Perinatal Surveillance grant. The Epidemiological HIV/AIDS Research in African-American and Hispanic MSM grant terminates on June 30, 2006. The remaining \$187,367 is net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On December 18, 2001, the Board approved an Agreement with Simpson in the amount of \$613,849 for the period January 1, 2002 through December 31, 2002, for personnel services for HIV/AIDS epidemiologic studies. On four subsequent occasions, the Board approved amendments to the Agreement for continued services through March 31, 2005.

On March 15, 2005, the Board approved Amendment No. 5, which provided for the continuation of HIV epidemiological studies, and HIV/AIDS surveillance for the period April 1, 2005 through March 31, 2006 and provided for a 5% increase in the indirect cost rate for a total of 10%.

Amendment No. 6 will provide for an extension for the period April 1, 2006 through June 30, 2006 and on a month-to-month basis for the period July 1, 2006 through September 30, 2006, to continue the HIV epidemiological studies and State-mandated HIV/AIDS surveillance. The Department is currently developing a solicitation process for the selection of a provider(s) for temporary personnel services to carry out future HIV/AIDS required studies and other public health programs. The Department of Mental Health has requested to be included in the solicitation.

Attachment A provides further information.

County Counsel has reviewed and approved Exhibit I as to form and use.

CONTRACTING PROCESS:

A solicitation for temporary personnel services for the Department is scheduled for release shortly. The Department of Mental Health has requesting to be included in the solicitation.

The Honorable Board of Supervisors
March 2, 2006
Page 3

IMPACT ON CURRENT SERVICES/PROJECTS:

HIV Epidemiology studies and HIV/AIDS surveillance will continue uninterrupted.

When approved, this Department requires three signed copies of the Board action.

Respectfully submitted,



Bruce A. Chernof, M.D.
Acting Director and Chief Medical Officer

BAC:po
bletsimpexta6.powpd

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

SUMMARY OF AGREEMENT1. TYPE OF SERVICE:

Public Health HIV-related epidemiology surveillance services.

2. AGENCY ADDRESS AND CONTACT PERSON:

Simpson and Simpson Business and Personnel Services, Inc.
 3600 Wilshire Blvd., Suite 1710
 Los Angeles, California 90010
 Attention: Brainard D. Simpson, President
 Telephone: (213) 736-6664
 Email: Simpson&simpsonspas.com

3. TERM:

Agreement No. H-213191: January 1, 2002 through December 31, 2002.
 Amendment No. 1: January 1, 2003 through December 31, 2003.
 Amendment No. 2: April 15, 2003 through December 31, 2003.
 Amendment No. 3: December 9, 2003 through September 30, 2004.
 Amendment No. 4: October 1, 2004 through March 31, 2005.
 Amendment No. 5: April 1, 2005 through March 31, 2006.
 Amendment No. 6: April 1, 2006 through June 30, 2006 and month-to-month through
 September 30, 2006.

4. FINANCIAL INFORMATION:

Amendment No. 6 with Simpson for the period April 1, 2006 through June 30, 2006 has a maximum obligation of \$318,487, of which \$131,120 is offset by federal funds: \$66,926 from HIV Epidemiology Surveillance and Seroprevalence grant funds, \$15,990 from the HIV/AIDS Research in African-American and Hispanic Men Who Have Sex With Men (MSM) grant, \$16,623 from the Web-based HIV Behavioral Surveillance grant, \$12,676 from the Special Projects of National Significance (SPNS) grant, \$5,848 from the Monitoring Atypical HIV Strains grant, and \$13,057 from a forthcoming Enhanced Perinatal Surveillance grant. The remaining \$187,367 is net County cost.

For the period July 1, 2006 through September 30, 2006, the maximum obligation is \$302,497, of which \$115,130 is offset by federal funds: \$66,926 from HIV Epidemiology Surveillance and Seroprevalence grants funds, \$16,623 from the Web-based HIV Behavioral Surveillance grant, \$12,676 from the SPNS grant, \$5,848 from the Monitoring Atypical HIV Strains grant, and \$13,057 from a forthcoming Enhanced Perinatal Surveillance grant. The Epidemiological HIV/AIDS Research in African-American and Hispanic MSM grant terminates on June 30, 2006. The remaining \$187,367 is net County cost.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABLE FOR MONITORING AND EVALUATION:

Gordon Bunch, M.A. Director, HIV Epidemiology Program

7. APPROVALS:

Public Health:	John F. Schunhoff, Ph.D., Chief of Operations
Contracts and Grants Division:	Cara O'Neill, Chief
County Counsel (as to form):	Robert Ragland, Senior Deputy County Counsel

EXHIBIT I

Contract No. H-213191-6

HUMAN IMMUNODEFICIENCY VIRUS (HIV)
ACQUIRED IMMUNE DEFICIENCY SYNDROME (AIDS)
PERSONNEL SERVICES AGREEMENT
Amendment No. 6

THIS AMENDMENT is made and entered into this _____
day of _____, 2006,

by and between COUNTY OF LOS ANGELES (hereafter
"County"),

and SIMPSON AND SIMPSON BUSINESS AND
PERSONNEL SERVICES, INC. (hereafter
"Contractor").

WHEREAS, reference is made to that certain document entitled
"HUMAN IMMUNODEFICIENCY VIRUS (HIV) ACQUIRED IMMUNE DEFICIENCY
SYNDROME (AIDS) PERSONNEL SERVICES AGREEMENT" dated December 18,
2001, and further identified as County Agreement No. H-213191
and any Amendments thereto (all hereafter "Agreement"); and

WHEREAS, it is the intent of the parties hereto to amend
said Agreement to increase the maximum obligation, extend the
term, and to make other hereafter described changes; and

WHEREAS, Agreement provides that changes may be made in the
form of a written amendment which is formally approved and
executed by the parties; and

NOW, THEREFORE, the parties hereby agree as follows:

1. This Amendment shall be effective on April 1, 2006.
2. The first subparagraph of Paragraph 1, TERM, shall be

amended to read as follows:

"1. TERM: The term of this Agreement shall commence on January 1, 2002 and shall continue in full force and effect through June 30, 2006, unless earlier terminated as provided herein. Director may extend this Agreement on a month-to-month basis for a period not to exceed three (3) months through September 30, 2006, by giving Contractor fifteen (15) days prior written notice. All terms and conditions of this Agreement in effect at the time of extending the term remain in effect for the duration of the extension."

3. The first subparagraph of Paragraph 2, DESCRIPTION OF SERVICES, shall be amended to read as follows:

"2. DESCRIPTION OF SERVICES: Contractor shall provide services to County in the manner and form as described in the body of this Agreement and in Exhibits A, B, B-1, B-2, B-3, B-4, B-5 and B-6 (Scope of Work), attached hereto and incorporated herein by reference. All paragraphs that reference Exhibits A, B, B-1, B-2, B-3 and B-4 shall be amended to also reference Exhibits B-5 and B-6."

4. A third subparagraph of Paragraph 3, MAXIMUM OBLIGATION OF COUNTY, shall be added to read as follows:

"During the period April 1, 2006 through June 30, 2006, the maximum obligation of County for all services provided hereunder shall not exceed Three Hundred Eighteen Thousand,

Four Hundred Eighty Seven Dollars (\$318,487), of which \$187,367 is net County cost.

During the period July 1, 2006 through September 30, 2006, the maximum obligation of County for all services provided hereunder shall not exceed Three Hundred Two Thousand, Four Hundred Ninety Seven Dollars (\$302,497), of which \$187,367 is net County cost. To receive payment from County, Contractor shall submit an invoice on such forms as may be furnished or required by County. Such invoice shall detail actual reimbursable costs incurred by Contractor in accordance with Schedules 27 through 34 of Exhibit B-5 and Schedules 35 through 41 of Exhibit B-6, all attached hereto and incorporated by reference. All references to Schedules XX through XXVI, shall be amended to also reference Schedules 27 through 41. Each invoice shall be approved and signed by the designee of Contractor."

5. Paragraph 46, CONTRACTOR RESPONSIBILITY AND DEBARMENT, shall be replaced in its entirety as follows:

"46. CONTRACTOR RESPONSIBILITY AND DEBARMENT:

A. A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the contract. It is County's policy to conduct business only with responsible contractors.

B. Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if

County acquires information concerning the performance of Contractor on this or other contracts, which indicates that Contractor is not responsible, County may, in addition to other remedies provided in the contract, debar Contractor from bidding or proposing on, or being awarded, and/or performing work on County contracts for a specified period of time, which generally will not exceed five (5) years or be permanent if warranted by the circumstances, and terminate any or all existing contracts Contractor may have with County.

C. County may debar Contractor if County's Board of Supervisors finds, in its discretion, that Contractor has done any of the following: (1) violated a term of a contract with County or a nonprofit corporation created by County, (2) committed an act or omission which negatively reflects on Contractor's quality, fitness or capacity to perform a contract with County, any other public entity, or a nonprofit corporation created by County, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against County or any other public entity.

D. If there is evidence that Contractor may be subject to debarment, the Department will notify

Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.

E. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor and/or Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a tentative proposed decision, which shall contain a recommendation regarding whether contractor should be debarred, and if so, the appropriate length of time of the debarment. Contractor and the Department shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board of Supervisors.

F. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors shall have the right at its sole discretion to modify, deny, or adopt the proposed decision and recommendation of the Hearing Board.

G. If a Contractor has been debarred for a period longer than five (5) years, that Contractor may,

after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of County.

H. The Contractor Hearing Board will consider a request for review of a debarment determination only where (1) the Contractor has been debarred for a period longer than five (5) years; (2) the debarment has been in effect for at least five (5) years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing

shall be conducted and the request for review decided by the Contractor Hearing Board pursuant to the same procedures as for a debarment hearing.

The Contractor Hearing Board's proposed decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board shall present its proposed decision and recommendation to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board

I. These terms shall also apply to any subcontractors of County Contractors."

6. Paragraph 53, CONTRACTOR'S CHARITABLE ACTIVITIES COMPLIANCE, shall be added as follows:

"53. CONTRACTOR'S CHARITABLE ACTIVITIES COMPLIANCE:

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The ~~Non~~Nonprofit Integrity Act of 2004~~§~~ (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring Contractors to complete the certification in Exhibit C, the County seeks to ensure that all County contractors which receive or raise charitable contributions comply with California law in order to protect the County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with

its obligations under California law commits a material breach subjecting it to either contract termination or debarment proceedings or both. (County Code Chapter 2.202)❏

7. Except for the changes set forth herein above, Agreement shall not be changed in any respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Director of Health Services, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

BY _____
Bruce A. Chernof, M.D.
Acting Director and Chief Medical Officer

SIMPSON AND SIMPSON BUSINESS AND
PERSONNEL SERVICES, INC.
Contractor

BY _____
Signature

Printed Name

Title _____
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM BY THE
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Health Services

By _____
Cara O'Neill, Chief
Contracts and Grants Division

po:2/06
AMENDSIMPSONA6

EXHIBIT B-5
SIMPSON AND SIMPSON BUSINESS AND PERSONNEL SERVICES, INC.

HUMAN IMMUNODEFICIENCY VIRUS (HIV)
ACQUIRED IMMUNE DEFICIENCY SYNDROME (AIDS)
HIV EPIDEMIOLOGY PERSONNEL SERVICES

SCOPE OF WORK

April 1, 2006 through June 30, 2006

SERVICES TO BE PROVIDED: Contractor shall provide the HIV Epidemiology Program (HEP) with supplies and personnel to augment County's staff in programs that are grant funded and require staff that are difficult for the County to recruit and hire in a timely manner. All such personnel shall be provided to:

- A. **Behavioral Surveillance:** 1) supervise team of contract research interviewers; 2) coordinate community-based agencies to construct the sampling frame of recruitment venues; 3) prepare monthly sampling calendars; 4) supervise implementation of data and blood collection protocols; 5) direct communications with the study epidemiologist and the Centers for Disease Control and Prevention (CDC) to enhance successful conduct of the surveillance system; 6) conduct all of the interviewing and recruitment duties for the quantitative data collection; and 7) conduct pre- and post HIV counseling and testing on survey participants; provide referrals for medical and social services to participants; conduct data collection at various venues during late night and weekend hours. Services shall be consistent with laws, regulations, and the Los Angeles County code.
- B. **Latino MSM Study:** 1) analyze qualitative data; 2) data cleaning and data analysis of qualitative data; 3) create summary reports of both qualitative and quantitative data; 4) present study findings at local and state meetings of researchers, stakeholders, and community-based organizations.
- C. **HIV Surveillance and Enhanced Perinatal Surveillance:** 1) review medical records and abstract pertinent information to complete a case report on HIV and AIDS cases diagnosed at various medical care facilities throughout Los Angeles County; 2) assist with contacting laboratories and health care providers to obtain missing information; 3) respond to inquiries regarding HIV/AIDS surveillance; 4) assist with other surveillance duties as assigned; 5) assist with the resolution of duplicate HIV and AIDS cases (monthly and quarterly lists); 6) contact health care providers for HIV/AIDS case reporting and to obtain missing surveillance information; 7) provide training/surveillance information when necessary;

8) review HIV/AIDS case report forms for completeness and accuracy; and 9) assist with other surveillance duties as assigned. Services shall be consistent with laws, regulations, and the Los Angeles County code.

- D. Web-based Behavioral Surveillance: 1) conduct qualitative individual interviews with community experts familiar with web sites and MSM activities related to meeting men through chat rooms, etc.; 2) assist the study Epidemiologist with coordinating community forums to elaborate on web venues and cultural norms elicited in the individual interviews; 3) conduct non-participant observation of the universe of web venues to be sampled in the quantitative study period; 4) create a stratified sampling frame and pilot-test the web-based sampling plan; 5) co-develop web-based data entry system and local WBS questions; 6) monitor participant recruitment and quality of data collected through web-based data entry system; and, 7) coordinate all data checking and transfer activities with CDC.
- E. Special Projects of National Significance: 1) Conduct targeted venue-based recruitment of potential study participants; 2) assess recruits for eligibility to participate in the study according to criteria identified in the study protocol; 3) obtain informed consent from study participants; 4) administer study questionnaires using standardized research interview procedures; 5) enter questionnaire data into an electronic database; 6) conduct HIV counseling and testing according to established protocols; 7) refer participants who test positive for HIV to case management; and 8) provide general administrative support specific to the SPNS project.
- F. Behavioral Surveillance of American Indians at Risk for HIV/AIDS: 1) Conduct all of the interviewing and recruitment duties for the quantitative data collection; and 2) conduct pre- and post HIV counseling and testing on survey participants; provide referrals for medical and social services to participants; conduct data collection at various venues during late night and weekend hours. Services shall be consistent with laws, regulations, and the Los Angeles County code.
- G. Monitoring Atypical HIV Strains: 1) Develop the infrastructure and relationships with local and CDC laboratories under the direction of the principal investigator; 2) process serum and dry blood fluid samples obtained from the public health lab and participating dried fluid spot sites for storage and subsequent shipping; 3) conduct database management, shipping, and maintenance of communication with testing sites and medical providers; and 4) be responsible for delivering the results of genotype tests to the providers of newly diagnosed HIV positive persons.

SCHEDULE 27

COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
YMS BEHAVIORAL SURVEILLANCE
Simpson & Simpson Personnel Services
April 1, 2006 - June 30, 2006

I. PERSONNEL	Annual Salary	Monthly Salary	# of Pos	% of Time	# of Mos	Total Budget
Field Research Coordinator	\$50,136	\$4,178	1	100%	3	\$12,534
Research Interviewers	33,456	2,788	3	100%	3	<u>\$25,092</u>
Total Salaries						<u>\$37,626</u>
Employee Benefits @ 21.2%						<u>7,977</u>
Total Full-Time Personnel						<u>\$45,603</u>
II. OPERATING EXPENSES						
Mileage						250
Phlebotomy Training						<u>1,200</u>
Total Operating Expenses						<u>\$1,450</u>
Total Contractual						\$47,053
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						<u>4,705</u>
IV. TOTAL BUDGET						<u>\$51,758</u>

SCHEDULE 28

COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM

Evaluation of Web-Based HIV Behavioral Surveillance
Simpson & Simpson Personnel Services

April 1, 2006 - June 30, 2006

	Annual Salary	Monthly Salary	% of Time	# of Mos	Total Budget
I. Personnel					
Research Analyst	\$45,024	3,752	100%	3	\$11,256
Total Salaries					11,256
Employee Benefits @ 21.2%					2,386
Total Full-Time Personnel					<u>\$13,642</u>
II. OPERATING EXPENSES					
Telephone					1,080
Mileage					390
Total Operating Expenses					<u>\$1,470</u>
Total Contractual (Personnel + Operating)					15,112
III. INDIRECT COSTS @10% of total direct costs					\$1,511
IV. TOTAL BUDGET					<u>\$16,623</u>

SCHEDULE 29

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
ENHANCED PERINATAL SURVEILLANCE
Simpson & Simpson Personnel Services, Inc.
April 1, 2006 - June 30, 2006**

	Annual Salary	Monthly Salary	# of Pos	Time	Months	Final Budget
I. Personnel						
Medical Records Abstractor	\$37,584	\$3,132	1	100%	3	\$9,396
Total Salaries						9,396
Employee Benefits @ 21.2%						1,992
Total Personnel						\$11,388
II. OPERATING EXPENSES						
Mileage/Parking						\$482
Total Contractual						\$11,870
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						\$1,187
IV. TOTAL BUDGET						\$13,057

SCHEDULE 30

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
Epidemiological HIV/AIDS Research in African-American and Hispanic
Men Who Have Sex With Men
Personnel Services Contract**

April 1, 2006 - June 30, 2006

	Annual Salary	Monthly Salary	Time	# of Positions	Months	Total Budget
I. Personnel						
Full-Time Personnel						
Study Coordinator	\$47,150	\$3,929	100%	1	3	\$11,787
Total Salaries						11,787
Employee Benefits @ 21.2%						2,499
Total Full-Time Personnel						\$14,286
OPERATING EXPENSES						
II. Mileage						250
Total Operating Expenses						\$250
Total Contractual						14,536
III. INDIRECT COSTS @ 10% of total contractual						\$1,454
IV. TOTAL BUDGET						\$15,990

SCHEDULE 31

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM**

SPNS: Outreach, Care, and Prevention to Engage HIV Seropositive Young MSM of Color

**Simpson & Simpson Personnel Services
April 1, 2006 - June 30, 2006**

	Annual Salary	Monthly Salary	# of Pos	Time	Months	Final Budget
I. Personnel						
Outreach Worker	\$37,236	\$3,103	1	100%	3	\$9,309
Total Salaries						\$9,309
Employee Benefits @ 21.2%						1,974
Total Personnel						\$11,283
II. OPERATING EXPENSES						
Mileage/Parking						\$241
Total Contractual						11,524
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						\$1,152
IV. TOTAL BUDGET						\$12,676

SCHEDULE 32

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
BEHAVIORAL SURVEILLANCE OF AMERICAN INDIANS AT RISK FOR HIV/AIDS**

**SIMPSON & SIMPSON PERSONNEL SERVICES
April 1, 2006 - June 30, 2006**

	Monthly Salary	Time	# of Pos	Months	Total Budget
I. Personnel					
Full-Time					
Research Interviewer	\$2,500	100%	1	3	7,500
Part-Time					
Research Interviewer	\$2,500	50%	1	3	3,750
Total Salaries					11,250
Full Time Employee Benefits @ 21.2%					1,590
Part Time Employee Benefits @ 16.5%					619
Total Personnel					\$13,459
II. OPERATING EXPENSES					
Mileage					330
Total Operating Expenses					\$330
Total Contractual					13,789
III. INDIRECT COSTS @ 10% of total contractual					\$1,379
IV. TOTAL BUDGET					15,168

SCHEDULE 33

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
MONITORING ATYPICAL HIV STRAINS IN LOS ANGELES COUNTY**

**Simpson & Simpson Personnel Services, Inc.
April 1, 2006 - June 30, 2006**

	Annual Salary	Monthly Salary	# of Pos	Time	Months	Final Budget
I. Personnel						
Research Assistant New	\$33,000	\$2,750	1	50%	3	\$4,125
Total Salaries						<u>4,125</u>
Employee Benefits @ 16.5%						<u>681</u>
Total Personnel						\$4,806
II. OPERATING EXPENSES						
Mileage/Parking						<u>\$510</u>
Total Contractual						5,316
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						<u>\$532</u>
IV. TOTAL BUDGET						\$5,848

SCHEDULE 34

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
HIV SURVEILLANCE
SIMPSON & SIMPSON PERSONNEL SERVICES
Net County Cost
April 1, 2006 - June 30, 2006**

	Monthly Salary	# of Pos	Time	Months	Total Budget
I. Personnel					
Full-Time Personnel					
Medical Records Abstractor	3,134	6	100%	3	56,412
Surveillance Assistants	3,501	1	100%	3	10,503
Data Entry Clerk	2,451	3	100%	3	22,059
Senior Data Entry Clerk	2,716	1	100%	3	8,148
Research Analyst	3,678	3	100%	3	33,102
Total Full Time Salaries					130,224
Research Analyst Trainee	2,364	2	50%	3	7,092
Employee Benefits @ 21.2% (full-time)					27,607
Employee Benefits @ 16.5% (part-time)					1,170
Total Personnel					\$166,093
II. OPERATING EXPENSES					
Mileage/Parking					3,240
Advertising (vacancy recruitment)					1,000
Total Operating Expenses					\$4,240
Total Contractual					170,334
III. INDIRECT COSTS @ 10% of total contractual					\$17,033
IV. TOTAL BUDGET					\$ 187,367

EXHIBIT B-6
SIMPSON AND SIMPSON BUSINESS AND PERSONNEL SERVICES, INC.

HUMAN IMMUNODEFICIENCY VIRUS (HIV)
ACQUIRED IMMUNE DEFICIENCY SYNDROME (AIDS)
HIV EPIDEMIOLOGY PERSONNEL SERVICES

SCOPE OF WORK

July 1, 2006 through September 30, 2006

SERVICES TO BE PROVIDED: Contractor shall provide the HIV Epidemiology Program (HEP) with supplies and personnel to augment County's staff in programs that are grant funded and require staff that are difficult for the County to recruit and hire in a timely manner. All such personnel shall be provided to:

- A. **Behavioral Surveillance:** 1) supervise team of contract research interviewers; 2) coordinate community-based agencies to construct the sampling frame of recruitment venues; 3) prepare monthly sampling calendars; 4) supervise implementation of data and blood collection protocols; 5) direct communications with the study epidemiologist and the Centers for Disease Control and Prevention (CDC) to enhance successful conduct of the surveillance system; 6) conduct all of the interviewing and recruitment duties for the quantitative data collection; and 7) conduct pre- and post HIV counseling and testing on survey participants; provide referrals for medical and social services to participants; conduct data collection at various venues during late night and weekend hours. Services shall be consistent with laws, regulations, and the Los Angeles County code.
- B. **HIV Surveillance and Enhanced Perinatal Surveillance:** 1) review medical records and abstract pertinent information to complete a case report on HIV and AIDS cases diagnosed at various medical care facilities throughout Los Angeles County; 2) assist with contacting laboratories and health care providers to obtain missing information; 3) respond to inquiries regarding HIV/AIDS surveillance; 4) assist with other surveillance duties as assigned; 5) assist with the resolution of duplicate HIV and AIDS cases (monthly and quarterly lists); 6) contact health care providers for HIV/AIDS case reporting and to obtain missing surveillance information; 7) provide training/surveillance information when necessary; 8) review HIV/AIDS case report forms for completeness and accuracy; and 9) assist with other surveillance duties as assigned. Services shall be consistent with laws, regulations, and the Los Angeles County code.

- C. Web-based Behavioral Surveillance: 1) conduct qualitative individual interviews with community experts familiar with web sites and MSM activities related to meeting men through chat rooms, etc.; 2) assist the study Epidemiologist with coordinating community forums to elaborate on web venues and cultural norms elicited in the individual interviews; 3) conduct non-participant observation of the universe of web venues to be sampled in the quantitative study period; 4) create a stratified sampling frame and pilot-test the web-based sampling plan; 5) co-develop web-based data entry system and local WBS questions; 6) monitor participant recruitment and quality of data collected through web-based data entry system; and, 7) coordinate all data checking and transfer activities with CDC.
- D. Special Projects of National Significance: 1) Conduct targeted venue-based recruitment of potential study participants; 2) assess recruits for eligibility to participate in the study according to criteria identified in the study protocol; 3) obtain informed consent from study participants; 4) administer study questionnaires using standardized research interview procedures; 5) enter questionnaire data into an electronic database; 6) conduct HIV counseling and testing according to established protocols; 7) refer participants who test positive for HIV to case management; and 8) provide general administrative support specific to the SPNS project.
- E. Behavioral Surveillance of American Indians at Risk for HIV/AIDS: 1) Conduct all of the interviewing and recruitment duties for the quantitative data collection; and 2) conduct pre- and post HIV counseling and testing on survey participants; provide referrals for medical and social services to participants; conduct data collection at various venues during late night and weekend hours. Services shall be consistent with laws, regulations, and the Los Angeles County code.
- F. Monitoring Atypical HIV Strains: 1) Develop the infrastructure and relationships with local and CDC laboratories under the direction of the principal investigator; 2) process serum and dry blood fluid samples obtained from the public health lab and participating dried fluid spot sites for storage and subsequent shipping; 3) conduct database management, shipping, and maintenance of communication with testing sites and medical providers; and 4) be responsible for delivering the results of genotype tests to the providers of newly diagnosed HIV positive persons.

SCHEDULE 35

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
YMS BEHAVIORAL SURVEILLANCE
Simpson & Simpson Personnel Services
July 1, 2006 - Sept. 30, 2006**

I. PERSONNEL	Annual Salary	Monthly Salary	# of Pos	% of Time	# of Mos	Total Budget
Field Research Coordinator	\$50,136	\$4,178	1	100%	3	\$12,534
Research Interviewers	33,456	2,788	3	100%	3	<u>\$25,092</u>
Total Salaries						37,626
Employee Benefits @ 21.2%						<u>7,977</u>
Total Full-Time Personnel						<u>\$45,603</u>
II. OPERATING EXPENSES						
Mileage						250
Phlebotomy Training						<u>1,200</u>
Total Operating Expenses						<u>\$1,450</u>
Total Contractual						47,053
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						<u>\$4,705</u>
IV. TOTAL BUDGET						<u>\$51,758</u>

SCHEDULE 36

COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
Evaluation of Web-Based HIV Behavioral Surveillance
Simpson & Simpson Personnel Services

July 1, 2006 - Sept. 30, 2006

	Annual Salary	Monthly Salary	% of Time	# of Mos	Total Budget
I. Personnel					
Research Analyst	\$45,024	3,752	100%	3	\$11,256
Total Salaries					11,256
Employee Benefits @ 21.2%					2,386
Total Full-Time Personnel					\$13,642
II. OPERATING EXPENSES					
Telephone					1,080
Mileage					390
Total Operating Expenses					\$1,470
Total Contractual (Personnel + Operating)					15,112
III. INDIRECT COSTS @10% of total direct costs					\$1,511
IV. TOTAL BUDGET					\$16,623

SCHEDULE 37

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
ENHANCED PERINATAL SURVEILLANCE**

**Simpson & Simpson Personnel Services, Inc.
July 1, 2006 - Sept. 30, 2006**

	Annual Salary	Monthly Salary	# of Pos	Time	Months	Total Budget
I. Personnel						
Medical Records Abstractor	\$37,584	\$3,132	1	100%	3	9,396
Total Salaries						<u>9,396</u>
Employee Benefits @ 21.2%						<u>1,992</u>
Total Personnel						\$11,388
II. OPERATING EXPENSES						
Mileage/Parking						<u>\$482</u>
Total Contractual						11,870
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						<u>\$1,187</u>
IV. TOTAL REQUEST						\$13,057

SCHEDULE 38

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
SPNS: Outreach, Care, and Prevention to Engage HIV Seropositive Young MSM of Color**

**Simpson & Simpson Personnel Services
July 1, 2006 - Sept. 30, 2006**

	Annual Salary	Monthly Salary	# of Pos	Time	Months	Total Budget
I. Personnel						
Outreach Worker	\$37,236	\$3,103	1	100%	3	9,309
Total Salaries						\$9,309
Employee Benefits @ 21.2%						1,974
Total Personnel						\$11,283
II. OPERATING EXPENSES						
Mileage/Parking						\$241
Total Contractual						11,524
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						\$1,152
IV. TOTAL BUDGET						\$12,676

SCHEDULE 39

COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
BEHAVIORAL SURVEILLANCE OF AMERICAN INDIANS AT RISK FOR HIV/AIDS

SIMPSON & SIMPSON PERSONNEL SERVICES
July 1, 2006 - Sept. 30, 2006

	Monthly Salary	Time	# of Pos	Months	Total Budget
I. Personnel					
Full-Time					
Research Interviewer	\$2,500	100%	1	3	7,500
Part-Time					
Research Interviewer	\$2,500	50%	1	3	3,750
Total Salaries					11,250
Full Time Employee Benefits @ 21.2%					1,590
Part Time Employee Benefits @ 16.5%					619
Total Personnel					\$13,459
II. OPERATING EXPENSES					
Mileage					330
Total Operating Expenses					\$330
Total Contractual					13,789
III. INDIRECT COSTS @ 10% of total contractual					\$1,379
IV. TOTAL BUDGET					\$15,168

SCHEDULE 40

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
MONITORING ATYPICAL HIV STRAINS IN LOS ANGELES COUNTY**

**Simpson & Simpson Personnel Services, Inc.
July 1, 2006 - Sept. 30, 2006**

	<u>Annual</u>	<u>Monthly</u>	<u># of</u>			<u>Total</u>
	<u>Salary</u>	<u>Salary</u>	<u>Pos</u>	<u>Time</u>	<u>Months</u>	<u>Budget</u>
I. Personnel						
Research Assistant	\$33,000	\$2,750	1	50%	3	4,125
New						
Total Salaries						<u>\$4,125</u>
Employee Benefits @ 16.5%						<u>681</u>
Total Personnel						\$4,806
II. OPERATING EXPENSES						
Mileage/Parking						\$510
Total Contractual						5,316
III. INDIRECT COSTS						
Indirect Costs at 10% of total contractual						<u>\$532</u>
IV. TOTAL BUDGET						\$5,848

SCHEDULE 41

**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HIV EPIDEMIOLOGY PROGRAM
HIV SURVEILLANCE
SIMPSON & SIMPSON PERSONNEL SERVICES
Net County Cost
July 1, 2006 - Sept 30, 2006**

	Monthly Salary	# of Pos	Time	Months	Total Budget
I. Personnel					
Full-Time Personnel					
Medical Records Abstractor	3,134	6	100%	3	56,412
Surveillance Assistants	3,501	1	100%	3	10,503
Data Entry Clerk	2,451	3	100%	3	22,059
Senior Data Entry Clerk	2,716	1	100%	3	8,148
Research Analyst	3,678	3	100%	3	33,102
 Total Full Time Salaries					130,224
 Research Analyst Trainee	2,364	2	50%	3	7,092
 Employee Benefits @ 21.2% (full-time)					27,607
Employee Benefits @ 16.5% (part-time)					1,170
Total Personnel					\$166,093
 II. OPERATING EXPENSES					
 Mileage/Parking					3,240
Advertising (vacancy recruitment)					1,000
Total Operating Expenses					\$4,240
 Total Contractual					170,334
 III. INDIRECT COSTS @ 10% of total contractual					\$17,033
 IV. TOTAL BUDGET					\$ 187,367